



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY EUROPE REGIONAL MEDICAL COMMAND
CMR 442
APO AE 09042

MCEU-EFMP (608-75a)

10 JUL 2003

MEMORANDUM FOR SEE DISTRIBUTION:

SUBJECT: Europe Regional Medical Command (ERMC) Policy Letter Number 38 – Compliance Monitoring of Educational and Developmental Intervention Services (EDIS).

1. **PURPOSE:** EDIS Compliance Monitoring within ERMC.

2. **REFERENCES:**

a. Europe Regional Medical Commander's Continuous Survey Readiness Plan, 01 Nov. 2002.

b. MEDCOM Policy Memorandum – Compliance Monitoring of Educational and Developmental Intervention Services, 02 Jul. 2002.

3. **RESPONSIBILITIES:**

a. ERMC EDIS will:

1. In coordination with Regional EDIS Health System Administrators (HSA), develop a 3-year schedule of planned EDIS Compliance Monitoring activities. This schedule will be updated annually.

2. In coordination with Regional EDIS HSAs and ERMC Joint Commission for Accreditation of Healthcare Organizations (JCAHO) Consultant, develop a self-assessment crosswalk of the DoD approved Standards and the Joint Commission Behavioral Health Care Standards to condense the need for redundant assessment and survey activities.

3. Work in collaboration with the Regional EDIS HSAs to assist and support self-assessment activities and develop a self-assessment process/checklist to facilitate standardization of EDIS assessment processes.

4. Request completed self-assessments of EDIS programs in accordance with the 3-year schedule.

5. In coordination with Regional HSAs, conduct one annual spot-check review per MEDDAC/MEDCEN of EDIS self-assessment activities.

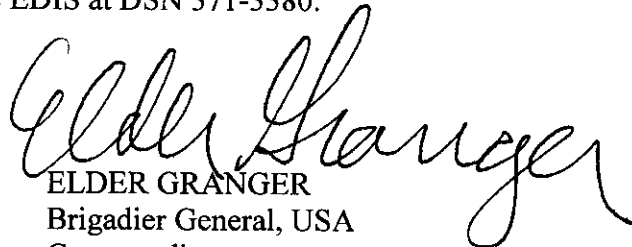
6. Document review of EDIS self-assessments and spot-check reviews and forward through the ERM C chain of command for staff action.

b. MEDDAC/MEDCEN EDIS programs will:

1. Conduct ongoing self-assessment activities to ensure continued implementation of the Joint Commission Behavioral Health Care Standards and compliance with DoD approved Standards.

2. Implement self-assessment activities to document compliance.

4. The proponent for this policy is the ERM C EDIS at DSN 371-3380.



ELDER GRANGER
Brigadier General, USA
Commanding

Distribution:

A

ERMC EDIS 3-year Compliance Monitoring Schedule

23 April 2003

Month	EDIS Program
April 2003	Baumholder
August/September 2003	Landstuhl
	Stuttgart
	Ansbach
August/September 2004	Schweinfurt
	Wiesbaden
	Mannheim
January 2005	Bamberg
	Vicenza
August/September 2005	Wuerzburg
	SHAPE/Treebeek
	Hanau/Giessen
January 2006	Heidelberg/Darmstadt
	Vilseck

* All dates and locations are subject to change, cancellation, or postponement secondary to uniform optempo or world events.

EDIS

DoD Standards Assessment Checklist

EDIS Program: _____

Date: _____

ELEMENT I: Identification/Child Find

#	DOD Standard	1	2	3	4	5
1	There is a comprehensive Child Find procedure coordinated among the components serving children.					

ELEMENT II: Assessment and Evaluations

#	DOD Standard	1	2	3	4	5
2	Evaluations are complete and appropriate.					
3	Individuals administering or interpreting assessments are qualified according to quality assurance standards established by the component responsible for the assessment.					
4	Assessment summaries are prepared in accordance with requirements of the appropriate DoD regulations. Evaluation reports contain all required information					

ELEMENT III: Eligibility

#	DOD Standard	1	2	3	4	5
5	A multidisciplinary team determined eligibility for EIS with appropriate participation by providers and parents.					

ELEMENT IV: Individualized Family Service Plan (IFSP)

#	DOD Standard	1	2	3	4	5
6	IFSP are developed in accordance with DoD regulations.					

ELEMENT V: Service Delivery

#	DOD Standard	1	2	3	4	5
7	IFSPs are implemented in accordance with DoD regulations.					
8	Children with disabilities are served with children who are not disabled, to the greatest extent possible.					

ELEMENT VI: Procedural Safeguards and Due Process Rights

#	DOD Standard	1	2	3	4	5
9	Parents are informed of their due process rights in accordance with DoD regulations.					
10	Parental consent is obtained in accordance with DoD regulations.					
11	Due process procedures are implemented in accordance with DoD regulations.					
12	Procedures are in place to ensure the security of personally identifiable information in accordance with DoD 5400.11					

ELEMENT VII: Program Management: Data Collection, Quality Assurance, Administration, and Personnel

#	DOD Standard	1	2	3	4	5
14	There is a comprehensive coordinated approach to training professionals, paraprofessionals, and primary referral sources in the areas of EIS.					
15	Each component has in place a system for ensuring proper certification/credentialing of professionals serving children and families.					
16	The components responsible for providing special services have implemented procedures to monitor compliance.					
17	Components responsible for the delivery of services have established programs that ensure children receive appropriate services.					
18	EDIS maintains required data collection systems.					
19	Components establish and follow standard procedures in order to implement the requirements of the DoD regulations.					

1 Not Met	2 Rarely Met	3 Not Consistently Met	4 Met with Minor Exceptions	5 Fully Met
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Corrective Action Required to Meet Standard	Pass
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